



Michael O. Leavitt, Governor

Major General Brian L. Tarbet, The Adjutant General

Utah National Guard
12953 South Minuteman Drive
P.O. Box 1776
Draper, Utah 84020-1776
801.523.4401 DSN 766.4401

UT-HRO-T

24 June, 2003

ATTN: All FERS Employees of the Utah Air and Army National Guard

SUBJECT: Requirement for Deposit of Leave Without Pay (LWOP) for Retirement Purposes

1. It is important for all FERS employees to know that if you go on Leave Without Pay from your civilian technician position for a U.S. military tour, you **MUST** pay a deposit for that LWOP time in order to receive credit for that time at retirement.
2. You may pay either a military deposit or civilian deposit, whichever is less. This is determined by sending in a DD 214 or active duty orders to determine your military earnings (base pay only), and also figuring how much you would have paid on the civilian side. The Human Resources Office will assist employees in receiving these calculations and payment options.
3. If you have any questions on this deposit information, please contact CMS Kenna White at 523-4240.

KENNA D. WHITE, CMSgt, UTNG
Employee Relations Specialist